AGE UK MID DEVON

FINANCIAL STATEMENTS

Year Ended 31 March 2017

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Age UK Mid Devon Year ended 31 March 2017 Reference and Administration Details

Charity Registration Number

1070792

Company Registration Number

03566678

Trustees who served during the Year

Mrs Nina Keeping Mrs Ann Kellett Mrs Margaret Lumb Mr Martin Halse (Chair)

Mrs Clare Pearson (Treasurer - resigned 09/09/16)

Mrs Sylvia Read

Secretary

Ms Molly Holmes (Appointed 8 November 2016)

Chief Officer

Ms Molly Holmes (Appointed 3 October 2016)

Registered office

The Haven Centre Broad Lane Tiverton Devon EX16 5HE

Bankers

Caf Bank Ltd P O Box 289 West Malling Kent ME19 4TA

Independent Examiner

Mrs M Hutchings Apsleys

21 Bampton Street

Tiverton

Devon EX16 6AA

Age UK Mid Devon Year Ended 31 March 2017 Trustees Report

The Trustees (who are also directors of Age UK Mid Devon for the purposes of company law) present their report and the financial statements of the charity for the year ended 31 March 2017. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

Objectives and Activities

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Summary of the objects of the charity as set out in its governing document

To assist older people in need by reason of ill-health, disability, financial hardship, social exclusion or other disadvantage, and such other charitable purposes for the benefit of older people as the trustees may from time to time decide, the outcome of this being the promotion of the well-being of older people.

The charity furthers its objects by providing a variety of services for older people in the region, including a day service in Tiverton with a wide range of activities, provision of an information and advice service, an IT training facility, a volunteer visiting service, a footcare service, walking football and legal, tax and benefit surgeries.

The organisation relies on voluntary help, from over 30 volunteers, for carrying out most of its services. Without this help the charity would be unable to provide most of the services which it does present.

The trustees have had regard to the Charity Commission guidance on public benefit and believe this is achieved via the charity's objectives and activities.

Achievements and performance

Summary of the main achievements of the charity during the year

commenced refurbishment of the Haven Centre including the addition of a new kitchen, treatment room and office accommodation:

introduced home visits for clients accessing the information and advice service;

introduced Reminder Finder(MCST) sessions at the Haven centre;

helped 1271 clients with information and advice and obtained over £400,000 in benefits for them;

our financial position improved over the year reducing losses to £12,667 from £58,409 in 2015/16.

Financial review

Result for the year

The financial statements show a net expenditure for the year of £12,667 (2016: £58,409)

Total funds at the year end amount to £491,162 (2016: £410,236) of which £232,727 were restricted funds (2016: £113,219).

Brief statement of the Charity's policy on reserves

The trustees have made and will continue to make realistic assessments of reserves needs based on income forecasts and the reliability of each source of income; expenditure forecasts based on planned activity; future needs, opportunities contingencies or risks the effects of which are not likely to be able to be met out of income if and when they arise; and the likelihood of those needs arising and the potential consequences for the charity of not being able to meet them. It is the trustees' aim to hold cash reserves in the General Fund equivalent to 3 months of unrestricted running costs. The Designated General Fund represents this amount.

Age UK Mid Devon Year Ended 31 March 2017 Trustees Report

Structure, Governance and Management

Type of governing document Memorandum and Articles of Association

How the charity is constituted Company limited by guarantee

Trustees selection method Elected by trustees

Nominated for election at the Annual General Meeting and normally serve for a period of three years. Should they wish to do so, they may put themselves

forward for re-election at the AGM when their term of office expires

Management of the Charity

The organisation is controlled by a board of trustees who meet approximately every month, together with a series of sub-committees which report to the board. The day to day running of the organisation is in the care of the part-time Chief Officer who is responsible to the trustees.

Other

Risk Assessment

The trustees are continually assessing the major risks to which the charity is exposed. These are regularly reviewed and systems have been established to mitigate those risks.

Age UK Mid Devon Year Ended 31 March 2017 Statement of Trustees' Responsibilities

The trustees (who are also directors of Age UK Mid Devon for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources, including the income and expenditure of the charitable company for the year. In preparing these financial statements, the trustees are required to:

- · Select suitable accounting policies and then apply them consistently;
- · Observe the methods and principles of the Charities SORP (FRS102);
- · Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation;

The trustees are responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the board on

and signed on its behalf by

Mr M Halse Chair

Independent Examiner's Report to the Trustees of Age UK Mid Devon

I report on the accounts of the charity for the year ended 31 March 2017 which are set out on pages 7 to 16

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The management committee consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to an audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 43 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act); and
 - state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- 1 which gives me reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities.

have not been met; or

2 to which, in my opinion, attentions should be drawn in order to enable a proper understanding of the accounts to be reached.

Mrs M Hutchings

Apsleys

21 Bampton Street, Tiverton, Devon EX16 6AA

21/4/17

Age UK Mid Devon Statement of Financial Activities for the Year Ended 31 March 2017 (including income and expenditure account)

	<u>Note</u>	Unrestricted 2017 £	Designated 2017 £	Restricted 2017 £	<u>Total</u> <u>2017</u> <u>£</u>	2016 <u>£</u>
Income and endowments from:						
Donations & Legacies	2	124,564	-	27,998	152,562	145,260
Charitable activities	3	86,496	-	-	86,496	67,275
Investment Income	4	2,940	-	-	2,940	12,179
Other income		2,400	-	-	2,400	11,509
Total income and endowments		216,400	-	27,998	244,398	236,223
Expenditure on:						
Charitable activities	5	241,355	-	2,083	243,438	278,990
Other costs	6	13,627	_	-	13,627	15,642
Total Expenditure		254,982	-	2,083	257,065	294,632
Net Income / (expenditure)		(38,582)	-	25,915	(12,667)	(58,409)
Transfers between Funds		-	-	-	-	-
Other recognised gains / (losses)						
Profit on sale of fixed asset		- .	-	93,593	93,593	-
Net movement in funds		(38,582)	-	119,508	80,926	(58,409)
Reconciliation of funds:						
Total Funds Brought Forward		232,017	65,000	113,219	410,236	468,645
Total Funds Carried Forward		193,435	65,000	232,727	491,162	410,236

Age UK Mid Devon Balance Sheet at 31 March 2017

	<u>Note</u>	31 March 2017 £ £	<u>31 Mar</u> £	ch 2016 <u>£</u>
Fixed assets Tangible Assets	10	299	9,795	204,896
Current assets Debtors Cash at bank and in hand	11	10,027 185,494 195,521	15,665 	_
Creditors: amounts falling due within one year	12	4,154	2,010	-
Net current assets		191	3,367	205,340
Net assets		<u>491</u>	1,162	410,236
Funds Unrestricted funds Designated funds Restricted funds	13 14	65 232 	3,435 5,000 2,727	232,017 65,000 113,219 410,236

For the year ended 31 March 2017 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of the accounts

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved and authorised for issue by the Trustees on 4,19,117, and signed on their behalf by:

Mr M Halse Chairman

Company registration number 03566678

The notes on pages 9 to 16 form an integral part of these financial statements

1 Accounting Policies

1.1 General information and basis of preparation

Age UK Mid Devon is a Private Limited Company by guarantee and Charity registered in England within the United Kingdom.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

The charity adopted SORP (FRS 102) in the current year. Transition to SORP (FRS 102) has resulted in no change to the under-lying value of reserves.

1.2 Funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

1.3 Income recognition

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102). Further detail is given in the Trustees' Annual Report.

For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the charity however it is not possible to measure the amount expected to be distributed. On these occasions, the legacy is treated as a contingent asset and disclosed.

Income from trading activities includes income earned from fundraising events and trading activities to raise funds for the charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

1.4 Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- · Costs of raising funds
- · Expenditure on charitable activities; and
- · Other expenditure represents those items not falling into the categories above.

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

Grants payable to third parties are within the charitable objectives. Where unconditional grants are offered, this is accrued as soon as the recipient is notified of the grant, as this gives rise to a reasonable expectation that the recipient will receive the grants. Where grants are conditional relating to performance then the grant is only accrued when any unfulfilled conditions are outside of the control of the charity.

1.5 Tangible fixed assets and depreciation

Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows;

Freehold property - 50 years straight line Leasehold property - over the life of the lease Fixtures, fittings and computer equipment - Between 3 and 12 years straight line

1.6 Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

1.7. Cash

Cash and cash equivalents are basic financial assets and include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts.

1.8 Employee benefits

The charity operates a defined contribution plan for the benefit of its employees. Contributions are expensed as they become payable.

	<u>Note</u>	Unrestricted 2017 £	Designated 2017 <u>£</u>	Restricted 2017	<u>Total</u> 2017 <u>£</u>	2016 £
2 Donations and legacies						
Local Authority Grants	15	57,955	-	•	57,955	96,872
Other Grant Income	16	58,615	-	27,998	86,613	40,591
Donations	17	7,994			7,994	7,797
		124,564		27,998	152,562	145,260
3 Charitable activities Attendance Income		83,793	-	_	83,793	56,617
Activities for generating funds		2,703		-	2,703	10,658
		86,496		-	86,496	67,275
4 Investment Income Interest Received Rent Receivable		1,692 1,248 2,940	<u>-</u> -	- - -	1,692 1,248 2,940	1,758 10,421 12,179
5 Direct Charitable expenditure	•					
Staff costs	9	130 505			120 505	150 E6E
Salaries National Insurance		139,505 4,672	-	-	139,505 4,672	159,565 9,527
Pensions		917	-	-	917	693
Training		3,216	_	_	3,216	1,339
Volunteers and Staff Expenses		6,089	-		6,089	7,611
Rent		9,689	-		9,689	11,531
Depreciation		9,567	_	1,843	11,410	12,794
Profit on disposal of fixed assets		(4)			(4)	-
Transport		8,493	=	=	8,493	17,752
Food		4,670	-	-	4,670	6,527
Other Running costs	7	54,541	<u> </u>	240	54,781	51,651
		241,355		2,083	243,438	278,990
6 Other costs						
Rent		6,460	-	-	6,460	6,874
Other Running Costs	8	7,167	<u> </u>	-	7,167	8,768
		13,627	-		13,627	15,642

Notes to the Financial Statements	ior the real	Ellueu 3 i	Walch 20	<u>17</u>	
	Unrestricted	Designated	Restricted	Total	
	2017	2017	2017	2017	2016
7 Direct Charitable Expenditure	<u>£</u>	£	£	<u>£</u>	<u>£</u>
Other Running costs					
Electricity & Gas	3,321			3,321	2,789
Water Rates	710			710	841
Telephone	2,048			2,048	1,450
Insurance	1,778			1,778	1,277
Printing, postage and stationery	683			683	1,045
Computer costs	555			555	731
Repairs	2,493			2,493	6,110
Accountancy	2,700			2,700	960
Legal and professional fees	27,649			27,649	12,886
Advertising & Marketing	2,169			2,169	3,230
Activities & Outings	3,973		240	4,213	4,009
Cleaning, waste and recycling	1,600			1,600	9,218
Charity Log	467			467	724
Fund Raising Costs	220			220	2.248
Sundry Costs	4,175			4,175	3,721
Garden project	·			· -	89
Men in Sheds				-	275
Winter Warmth				-	48
	54,541	-	· 240	54,781	51,651
	Unrestricted	Designated	Restricted	Total	
	2017	2017	2017	2017	2016
8 Other costs	<u>£</u>	£	<u>£</u>	£	<u>£</u>
Other Running costs					
Electricity & Gas	830	-	-	830	701
Telephone	1,365	-	-	1,365	964
Printing, postage and stationery	2,728	-	-	2,728	4,178
Computer costs	2,219	-	-	2,219	2,925
Bank charges	25			25	
	7,167			7,167	8,768
9 Staff costs	•		2017		2016
Number of employees			2017		2010
The average number of employees during the year was:			12		13

	<u>2017</u>	<u> 2016</u>
Number of employees		
The average number of employees during the year was:	12	13
Employment costs		
•	<u>2017</u>	<u>2016</u>
	£	£
Wages and salaries	139,505	159,656
Social security costs	4,672	9,527
Pension contributions	917	693
	145,094	169,876

No employee received emoluments above £60,000.

10 Tangible Fixed Assets				
	<u>Freehold</u>	Leasehold	Furniture and	
	<u>Property</u>	Property	equipment	Total
Cost	£	<u>£</u>	Ē	<u>£</u>
At 1 April 2016	199.292	96.456	89.720	385,468
Additions	202,800	30,400	13,216	216,016
Disposals	(85,916)	(61,190)	(735)	(147,841)
At 31 March 2017	316,176	35,266	102,201	453,643
Depreciation				
At 1 April 2016	43,852	53,110	83,610	180,572
Charge for the Year	3,675	2,178	5,557	11,410
Eliminated on disposal	(13,010)	(24,385)	(739)	(38,134)
At 31 March 2017	34,517_	30,903_	88,428	153,848
Net Book Value				
At 31 March 2016	155,440	43,346	6,110	204,896
At 31 March 2017	281,659	4,363	13,773	299,795
Included within Freehold Property is	freehold land, which is	not depreciated, cost £3	8,350.	
11 Debtors			2047	2016
11 Debtois	•		<u>2017</u> <u>£</u>	<u>2016</u> <u>£</u>
Prepayments and accrued income	me		10,027	15,665
12 Creditors: amounts falling due	. within and was		2047	2046
12 Creditors, amounts failing due	: within one year		2017 <u>£</u>	2016 <u>£</u>
Trade creditors			2,022	2,010
Other tax and social security			1,732	_,
Accruals and deferred income			400	<u>-</u>
			4.154	2.010

13 Designated Funds

The Trustees have designated part of the charity's unrestricted reserves to the Designated General Fund:

	Balance 01.04.16	Designated	<u>Utilised /</u> Released	Balance 31.03.17
	£	£	£	<u>£</u>
Designated General Fund	65,000			65,000

The General Designated Fund is an amount equal to three months unrestricted running costs

14 Restricted Funds

	<u>Balance</u>	Incoming	Outgoing		<u>Balance</u>
	<u>01.04.16</u>	Resources	Resources	<u>Transfers</u>	31.03.17
	£	£	£	£	£
Cullompton Day Centre	55,718	93,593	228	(149,083)	-
Meeting Room	882		395		487
Haven Centre Fund	9,834		151	149,083	158,766
Haven Centre Garden	2,671		76		2,595
Haven Centre Conservatory	25,000		496		24,504
Haven Centre Kitchen		6,500			6,500
Haven Centre Electric Gate		10,000			10,000
Winter Warmth Fund	10,583				10,583
Men in Sheds Fund	8,031				8,031
Dementia Fund	500				500
The Percy Bilton Charity - Laptops		1,498	497		1,001
Awards for All - Actively Ageing		10,000	240		9,760
	113,219	121,591	2,083	-	232,727

The Cullompton Day Centre Fund was established to enable the charity to purchase the freehold of its Cullompton Day

The Meeting Room Fund was set up following donations from Uffculme Environmental Ltd and Soroptomists towards the

The Haven Centre Fund was established to enable the refurbishment, and maintenance of the Haven Centre, and its

The Haven Centre Garden, Conservatory, Kitchen and Electric gate funds were established to construct those respective amenities at the Haven Centre.

The Winter Warmth Fund was established to provide extra help and resource for older people during the cold weather. It

The Men in Sheds Fund Aims to bring older men together to put their practical skills to good use and encourage them to build their own social networks.

The Dementia funds are following a bid to have a dementia co-ordinator, in an attempt to have a dementia friendly plan

The Percy Bilton Charity donated money in the year to be used to purchase laptops.

Awards for All - Actively Ageing - Aims to help people to be more physically active, to live longer and live well.

15 Local Authority Grants	<u>2017</u>	<u>2016</u>
	£	<u>£</u>
Unrestricted Funds		
Devon County Council	53,955	91,122
Mid-Devon District Council	4,000	5,250
	57,955	96,372
Restricted Funds		
Devon County Council - Dementia Accessible		500
Devoit County Council - Definentia Accessible		
Grand Total Local Authority Grants	57,955	96,872
40. Others Count learning		2242
16 Other Grant Income	<u>2017</u>	<u>2016</u>
Unrestricted Funds	Ē	£
Age UK	10,415	32,691
Devon and Comwall Police	7,000	32,031
David Gibbons Foundation	1,500	_
Lloyds Bank Foundation	23,700	_
Garfield Weston Foundation	10,000	_
Sir Jules Thorn Charitable Trust	750	_
L & R Gilley Charitable Trust	1,000	_
Stella Symons Charitable Trust	250	<u>-</u>
VCU Services	4,000	_
V 5 5 5 5 1 1 1 5 5 5 5 5 5 5 5 5 5 5 5	58,615	32,691
Restricted Funds		
Age UK - Winter Warmth Fund	-	3,000
Age UK - Information & Advice development - Advocacy Fund	-	3,900
Albert Hunt Trust - Advocacy Fund	-	1,000
Lady Amory Charitable Trust - The Haven Centre - Kitchen	1,500	-
The Percy Bilton Charity - Laptops	1,498	-
Clare Milne Trust - The Haven Centre - Electric gate	10,000	-
Awards for All - Actively Ageing	10,000	-
Viscount Amory Charitable Trust - The Haven Centre - Kitchen	5,000	
Total Grants to Restricted Funds	27,998	7,900
Grand Total Other Grants	86,613	40,591
Grand Total Grants	00,010	40,001
475		
17 Donations and legacies	<u>2017</u>	<u>2016</u>
·	<u>£</u>	£
Legacies	_	
Legacies		
Donations		
E Moore	· -	314
J Loader	-	400
A Chave	-	1,058
Viscount Amory Charitable Trust	-	1,000
NFCT	-	500
Tiverton Municipal Charities	-	500
Friends of Charlton Lodge	•	371
HMRC Gift Aid	587	819
Mrs Winifred Fox Dec'd	5,223	- -
Other donations < £300	2,184	2,835
	7,994	7,797
,		

18 Related party transactions

During the year the charity paid MRH MS Limited, a company in which T	rustee Mr M Halse is a director, the following: £
Project management fees re The Haven Centre	20,235
Facility hire	240
Expenses	371_
	20,846

During the year the charity has received rental income of £1,400 (2016: £350) from MRH MS Limited.

19 Trustees' emoluments	<u>2017</u> <u>£</u>	<u>2016</u> <u>£</u>
Remuneration Expenses reimbursed - various expenses	371 371	1,012 1,012
Number of trustees to whom expenses were reimbursed	1	1
20 Analysis of net assets between funds	<u>Unrestricted</u>	Restricted <u>Total</u>

Funds £	Funds £	Funds £
262,590	37,205	299,795
(4,155)	195,522	191,367
258,435	232,727	491,162
	<u>£</u> 262,590 (4,155)	<u>£</u> <u>£</u> 262,590 37,205 (4,155) 195,522